



# Town of Groton - Public Works

134 Groton Long Point Rd  
Groton, CT 06340-4394  
Public Works  
Administration  
(860) 448-4083

## Meeting Minutes - **Draft**

### Permanent School Building Committee

**Chairman Rick DeMatto, Robert J. Austin-LaFrance, Daniel J. Campbell, Michael Doyle, Robert K. Frink,  
Richard Monteiro and David Russell**

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Thursday, October 18, 2012

7:00 PM

Town Hall Annex - Community Room 1

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#### 1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Daniel J. Campbell, Robert K. Frink,  
Richard Monteiro and David Russell

Members Absent: Michael Doyle

Staff: Wes Greenleaf, Director of Schools Buildings & Grounds, GPS and Colleen Quattromani,  
Recorder.

*The meeting was called to order at 7:00 PM.*

#### 2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

*None.*

#### 3. APPROVAL OF MINUTES

##### a) October 4, 2012

*A motion was made by Mr. Russell and seconded by Mr. Monteiro to accept the meeting minutes  
of October 4, 2012 as written. The motion carried unanimously.*

#### 4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

##### (a) PSBC Members

*None.*

##### (b) Staff

*Mr. Greenleaf reviewed the latest expenditure spreadsheet for the Middle School consolidation  
project.*

#### 5. RECEIPT OF SUBCOMMITTEE REPORTS

##### a) TOWN COUNCIL APPOINTED PROJECTS

##### P-2012-0005 West Side Middle School Portable Classroom Unit (2012-0087)

West Side Middle School Portable Classroom Unit

##### Committee Lead: David Russell

*An issue with the transportation permit for the West Side Middle School Portable Classroom unit  
has caused a delay in the delivery of the classroom. The contractor is working to have the permit  
renewed but the delivery delay will potentially set the completion date for the classroom unit back  
as building inspections and the Fire Marshall review might need to be rescheduled. The issue  
with the inspection of the classroom foundation has been resolved and the foundation has been  
accepted by City Building Officials.*

##### P-2012-0006 Carl Cutler Middle School Portable Classroom Units (2012-0088)

Carl Cutler Middle School Portable Classroom Units

##### Committee Lead: Robert LaFrance

*The Portable Classroom units for Carl Cutler Middle School are on site. The units are being seamed, sheet rocked and carpeted. The roof will be done next week and the building will be wired for power. The units are expected to be opened as expected on the 29th.*

**P-2012-0007 Mary Morrisson Asbestos Floor Tile Removal (2012-0089)**

Mary Morrisson Asbestos Floor Tile Removal

**Committee Lead: Robert Frink**

*The Mary Morrisson Asbestos Removal Project is being closed out with the transfer of funds from the S.B Butler Boiler Project. The contractor for the project is issuing a credit for the poor floor finish as the BOE has decided to make the corrections to the job using BOE staff.*

**P-2012-0008 Fitch High School Roof Replacement (2012- 0090)**

Fitch High School Roof Replacement

**Committee Lead: Richard Monteiro**

*A letter will be mailed to the State on October 19th requesting a waiver for the current State roof pitch requirements. The request is backed up by independant contractor reviews of the proposed project.*

**b) OTHER BOE PROJECTS**

*Mr. Greenleaf reviewed pending BOE projects with the PSBC. Two projects in the CIP are the Code Compliance Projects for Charles Barnum and Mary Morrisson Elementary Schools. Mr. Greenleaf said that while these school buildings are compliant they should be updated with fire rescue windows, sprinklers and fire alarm systems as they are buildings which should be in use for some time to come.*

*Mr. Greenleaf distributed the BOE Facility Profile Snap Shot report from October 2012 and reviewed the findings with the Committee in detail.*

**6. NEW BUSINESS**

*The next meeting of the PSBC will be a Special Meeting held on Thursday, November 1st at 4:00 PM. The Committee will meet at West Side Middle School and then continue on to Carl Cutler Middle School to review the Portable Classroom Unit Projects.*

**a) PSBC calendar 2013**

*The PSBC will continue to meet on the first and third Thursday of each month at 7:00 PM. The first PSBC meeting for July 2013 which falls on the 4th of July holiday has been cancelled.*

**7. OTHER BUSINESS**

*None.*

**8. ADJOURNMENT**

*Mr. Russell made a motion to adjourn at 8:25 PM.*